

HARDWICK PARISH COUNCIL
CLERK TO THE COUNCIL MRS ANN-MARIE DAVIES

Minutes of the Annual Parish Meeting of Hardwick Parish Council which took place on Tuesday 17 May 2022 at 7pm in the John Bridles Hall

Present: Chairman Richard Blacklock
Vice Chairman Garth Bickerton
Councillor Carol Wright
Councillor Amanda Tofield
Councillor Tim Hannon

Buckinghamshire Councillor Ashley Bond
Buckinghamshire Councillor Peter Cooper

2 residents

22/14 To note apologies for absence: – None received.

22/15 To receive a report from the Chair of the Parish Council – The Chairman addressed the group to say that the pandemic had pretty much dictated the past year or two but nevertheless the Parish Council had delivered the new parking widening scheme which should help alleviate parking issues for both residents, buses, and other large vehicles traversing through the village. We had received almost £6000 towards the scheme from the Local Community Board and we would be writing to thank them for their support.

22/16 To receive reports from other Village Organisations – Councillor Tofield gave a brief update into the Hardwick Village Association. There had been a real change in terms of membership with lots of residents leaving and others joining. She would continue as a Member of the HVA and would continue to update us as to events and any issues going forward.

22/17 To agree the date of the next meeting – The next date of the Annual Parish Meeting was set for Tuesday 2 May 2023.

Signed: Clerk to the Council **Date**

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- 22/18 Election of the Chairman of the Council** and to receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received – Councillor Garth Bickerton nominated Richard Blacklock as Chairman for the forthcoming year. This was seconded by Councillor Tim Hannon and unanimously supported by all Councillors. The Chairman signed his declaration of acceptance of office.
- 22/19 To elect a Vice Chairman of the Council and to receive the Chairman's declaration of acceptance of office or, if not then received, to decide when it shall be received.** – Chairman Richard Blacklock proposed Garth Bickerton to stand as Vice Chairman. This was seconded by Councillor Carol Wright and unanimously supported by all Councillors. Cice Chairman Bickerton signed his declaration of acceptance of office.
- 22/20 To receive apologies for absence** – None received.
- 22/21 Declaration of interest** in items on the agenda: – None received.
- 22/22 Open Forum:** One resident in attendance told the group that following the burnt out car which had appeared in the village, a new salt bin was now needed. He also reported that a dangerous pothole had appeared in the footpath before the Folly Rd, close to the Bowman Shaw property. He added that cutting back was needed near to Parish Piece and lastly hoped that the Parish Council were paying due attention to the planning application for The Poplars. The Chairman thanked him as always for his input and agreed to consider all of these points under the relevant agenda items of the meeting.
- 22/23 To agree the minutes** of the last meeting held on Tuesday 8 February 2022 – the minutes were received and accepted as a correct record and signed.
- 22/24 To review and confirm the Standing Orders** – The Standing Orders (circulated previously) were reviewed and adopted by all Councillors.
- 22/25 To review and confirm the Complaints Procedure** – The Complaints Procedure (circulated previously) were reviewed and adopted by all Councillors.
- 22/26 To review and confirm the Councillor and Officer Protocols** – The Councillor and Officer Protocols (circulated previously), were reviewed and adopted by all Councillors.
- 22/27 To receive updates** from Buckinghamshire Councillors – Councillor Peter Cooper said the Boundary review for the wards was well underway in Buckinghamshire. Changes would come into effect in 2025 but is Parish Councils had any comments in relation to it, they needed to be made as soon as possible. The aim was to reduce the current 147 Members in Bucks down to 98, and by the next election to maybe go even further. He made it clear the Boundary Commission will make their own mind up despite what the Council may put forward. Possibilities already raised were that the 'Wing' ward villages will go into Aylesbury. The only real change that would mean, would be the MP for Hardwick would change from the Buckingham Ward to the Aylesbury one. He added that it had been one year since the unitary authority had been set up and that it had all gone really well, ironically the Covid pandemic had assisted in that process as it had been a case of all organisations needing to work together to support the public. Buckinghamshire Councillor Ashley Bond reported he had attended the Pride of Bucks Award event recently and it had been very well attended.

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22/28 To note the Clerks Report – The Clerk delivered a verbal update to the group. Her Majesty the Queen had sent a thank you card through to the Chairman in response to our letter to her to congratulate her on reaching her Platinum Jubilee. At this point the Chairman showed the card with photographs of the Queen to the group and asked if it should be displayed somewhere in the village. Councillor Tofield would take along to the Hardwick Village Association next meeting and ask for suggestions. Other issues covered were updates to the website. More details under agenda item 18.

22/29 Planning: To discuss planning applications and make recommendation, and to include those planning applications received after this agenda is published, if urgent:

- a) **22/01407/ALB – Fern Cottage, Lower Road, Hardwick, Bucks HP22 4DZ** – Listed building application for reinstatement of internal inglenook fireplaces to enable use including internal alterations to ground floor. Increase in chimney height by ten courses and installation of Sparks Arrestors – Chairman Blacklock reminded the group that all they had to consider on this planning application was any external alterations as we could rely on the Heritage Team to do their assessments for any internal alterations. The Chairman had also received assurance from the applicant that eco design regulations would be followed. Councillors resolved to offer **NO OBJECTIONS**. The Clerk would update the AV Planning Portal. **ACTION: AMD**
- b) **22/01434/ALB – Poplars Farm, Lower Road, Hardwick, Bucks, HP22 4DZ** – Listed building application for change of use from agriculture to residential C3 use, demolition of existing modern agricultural buildings, erection of two new houses and conversion and extension of the traditional outhouse to residential dwelling – The Chairman read out to the group a paper (written by the Highways Officer dealing with this application) that had just been uploaded to the planning portal. Ultimately Highways are responding to our concerns and flagging up problems aligned to parking spaces allocated or otherwise to each of the proposed dwellings. Matthew Raven the Highways Officer was demanding further information before responding. In addition to this, the Chairman told the group that whilst in principle he had absolutely no objection to this planning application, parking arrangements really did need to be ironed out e.g. by the looks of the drawing, spaces are not intending to be subdivided and it looked as if only one electricity point was being shown to serve all dwellings. Lastly, no visitor spaces were allocated either.
- c) **22/01472/APP – Poplars Farm, Lower Road, Hardwick, Bucks, HP22 4DZ** – Change of use from agriculture to residential C3 use, demolition of existing modern agricultural buildings, erection of two new houses and conversion and extension of the traditional outhouse to residential dwelling – The Cycle shed and car parking for the Range is now missing. Also some question around not entirely being a C3 change of use application as it is not using the same structure and is substantially bigger than the initial profile. Buckinghamshire Councillor Ashley Bond added to the debate and said he had walked around with the applicant very recently and the Officer looking at this planning application on Heritage grounds was reluctant to see allocated parking. In their view there was plenty of visitor parking but not on an allocated basis. On behalf of Councillors the Chairman responded that whilst we can support those points, our main area of concern was getting cars off of the road and not creating a danger in the village. We would also look to support the Flood authority until they are satisfied with this planning application. – Councillors resolved to **OBJECT** to this planning application on the grounds of Highway Safety and would need to be reassured by Matthew Raven that these parking concerns had been followed up with a view to allocating spaces. The Clerk would update the AV Planning Portal both of the above applications

ACTION: AMD

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22/30 Highways, Footpaths and Footways

a) To report and update on issues and repairs including burnt car and graffiti to bus shelter – It had been impossible to trace the owner of the burnt out car in the village so the Parish Council was unable to claim for our damaged salt bin. The Clerk had ordered a new salt bin from transport for Buckinghamshire and this would be delivered later on in the year. Buckinghamshire Councillor Ashley Bond reported that the UK would soon feel the impact of a tarmac shortage as a good deal was shipped in from Ukraine. He told the group that whilst repairs would still of course be carried out, no top coat may be in place. Ultimately the repair would always be left in a safe condition. The Clerk was asked to report the hole in footpath outside the northern entrance. The Chairman would provide a photograph. **ACTION: RB/AMD**

b) To discuss the appointment of the new grass cutting contractor – The Chairman reported all seemed to be going well. With the Jubilee celebrations coming up the Clerk was asked to request the large green was given an extra cut week commencing 30th May. The Clerk to advise Councillor Wright of the date the contractor was due to call. In addition, the Clerk was asked to request the grass was cut between Coronation Bungalows and Redwell and Parrish Piece and the footpath under the hedge too. Coronation Bungalows to Moor House. **ACTION: AMD**

c) To update on progress of the parking improvement scheme – As discussed above. The Clerk would write to thank the Officers working on the Local Community Board for their help in achieving the funding that enabled the parking scheme to be delivered. **ACTION: AMD**

22/31 Street lighting

a) To report and update on issues and repairs – The Clerk had previously circulated examples of the suggested new lighting from the Contractor. No Councillors were happy with the modern design. The Clerk was asked to speak with other Contractors to obtain new quotes to bring back for consideration to the next meeting. **ACTION: AMD**

22/32 Finance & Annual Governance and Accounts Return

a) To agree accounts for January and February 2022 – The accounts were agreed as a correct record.

b) To authorise cheques – The Council resolved to drawer the following cheque:

Ann-Marie Davies chq no 732 £498.84

c) To note the annual insurance payment for 2022/23 to Pen Underwriting Ltd for £471.99

d) To note and approve the bank reconciliations to the 31 March 2022 (circulated) – Noted and approved.

e) To note the completion of Section 1 of the Annual Return (AGAR) (circulated) – Noted and approved.

f) To receive and approve the Annual Accounts for 2021/22 (circulated) – Noted and approved.

g) To authorise the Chairman to sign Section 2 of the Annual Return (AGAR) (circulated) – the Chairman was authorised and signed Section 2 of the Annual Return (AGAR).

h) To receive and approve the Certificate of Exemption in accordance with smaller authorities qualifying criteria – The Chairman was authorised and signed the Certificate of Exemption.

i) To note the following dates regarding the Notice of Exercise of Public Rights:

- Announcement to be made/published on website – Wednesday 1 June 2022.
- Period of inspection starts – Monday 13 June 2022.
- Period of inspection ends – Friday 22 July 2022.

All dates were noted.

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22/33 To report on meetings attended on behalf of the Parish Council

- a) Winslow & District LCB – The Chairman reiterated we had achieved our funding for the parking scheme and we had another bid in for footpath signage which the Clerk was continuing to chase. He commended Buckinghamshire Council for the work they were continuing to do to support vulnerable children during the pandemic and since.
- b) Parish Liaison Group – Nothing to report.

22/34 To receive the health & safety risk assessment for the play area – Councillor Hannon had carried out a risk assessment to the play area and reported that all was good.

22/35 Website updates – The Clerk was asked to speak to our website administrator to obtain costs to maintain our website. Costs will be brought to the July meeting for consideration.

ACTION: AMD

22/36 To agree the date of the next meeting – The date of the next meeting is planned for 5 July 2022

Signed:

Date